

Notice of key decision for the Director of Environment, Assets and Highways Services that has not been included in the Forward Plan

Where a matter that is an urgent decision item that cannot wait to allow the usual advertising period before the decision is signed, that decision may only be made where –

- (1) the relevant Director has informed the Chairman of the relevant Policy/Overview and Scrutiny Panel or, if there is no such person, each Member of that Panel by notice in writing, of the matter about which the decision is to be made;
- (2) the relevant Director has made a copy of that notice publicly available at the offices of the Council and on the Council's Website. A copy of the notice should also be sent to all councillors for information;
- (3) at least five clear days have elapsed since the relevant Director complied with (1) and (2); and
- (4) if (3) cannot be complied with then the decision can only be taken if the decision taker (if an individual), or the Chairman of the body making the decision, obtains the agreement of the Chairman of the relevant Policy/Overview and Scrutiny Panel that the taking of the decision is urgent and cannot be reasonably deferred. If there is no Chairman of the relevant Policy/Overview and Scrutiny Panel or if the Chairman of each relevant Policy/Overview and Scrutiny Panel is unable to act, then the agreement of the Chairman of the Council, or in his/her absence the Vice-Chairman, will suffice.

To Councillor Steve Bridger being the Chair of the Transport, Climate and Communities Policy and Scrutiny Panel.

A copy of this notice must be displayed at offices of the Council and published on the Council's website as soon as reasonably practicable after compliance with the above.

Take notice that the Director of Environment, Assets and Highways Services will make the following key decision: 24/25 EAT 20 Contract Award: home to school transport DN756513 (INR201)

Reasons: The Home to School Transport Service reviews contracts to identify those that do not represent good value for the authority and following this review, served notice on the current contract that this award will replace.

This decision is a key decision as the contract is forecast to have a lifetime expenditure of more than £500k, it will also bring savings of more than £500k compared to the contract that it replaces.

The decision notice has not been included on the forward plan due to:

- Timescales involved following notice being served on the existing contract
- Procurement timescales to identify a new operator for the contract through the dynamic purchasing system
- Award value is difficult to forecast until operator submissions have been received

The decision outcome cannot wait until the March Forward Plan due:

- Contract is required to go live on 03 March 2025 for eligible students
- Statutory obligation to provide transport for these students
- Providing continuity for students to attend their allocated place of learning

This contract award/decision notice sits outside of the usual Home to School Transport procurement rounds that would otherwise allow for sufficient time for the Forward Plan process to take place (or the director decision process for non-key-awards).

Agreement of the Chairman of the Policy/Overview and Scrutiny Panel is required in accordance with (4) above

Signed:  Director of Place

Date: 23 January 2025

Ref. – Constitution, Access to Information Procedure Rules, ss 14, 15.